

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, April 9, 2018

LOCATION: Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Sue Barthol, FC-DPW; Rohan Brown, FC-DEP; Rhonda Cunningham, FC-DEP; Dennis Dudley, FC-DEP; Greg Eyler, TPD; Milton French, BPD; Phil Giuliano, FMH; Carroll Jones, FC-MML; Andrew Klein, Frederick Keys; Craig Kuhn, Red Cross; Ronald Kunz, NIH; Rebekah May, FC-DEP; Robert McNamara, Skyworks; Joyce Renner, State Farm; Chris Sasse, FCC; Timothy Shelton, FCVFRA.

Chairman Dennis Dudley called the meeting to order at 0830 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by S. Barthol and seconded by P. Giuliano that the minutes of the January 8, 2018, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Sub-Committee
 - Met on March 18th. Made sure the group understood what the group's role is. This workgroup shall be responsible for emergency response and resources coordination for the LEPC and hazardous materials facilities liaison and outreach. It will review, update and exercise the County's Hazardous Substance Emergency Response Plan (see Art. VIII, Sec. 2) as required by law, review existing federal, state, local, and facility plans for the purpose of coordination with the LEPC planning process, coordinate the outreach efforts to hazardous materials storage facilities and provide the LEPC quarterly reports on hazardous materials responses in the county.
- Internal Sub-Committee
 - Met on March 19th. Made sure the group understood what the group's role is. This workgroup shall be responsible for formulation of all policies and procedures concerning the public's Right-To-Know Program and public education and information. It shall handle the development and implementation of public education and information programs, and content and maintenance of the LEPC's website.

OLD BUSINESS or INFORMATION:

- NRC Notifications – R. Cunningham gave 4 reports of NRC Notifications.

NEW BUSINESS

- Preparedness Seminar June 2nd – This is a community Preparedness Summit/Training and Opportunity for Recruitment. There will be a preparedness class, active shooter, CPR and stop the bleed course offered. There will be tables that will be located out front for recruitment. If you would like a table please let us know.
- Preparedness Night at the Frederick Keys Game August 14th – If you are interested in being a part of this please let us know. We have about 7 tables to fill.
- Washington Gas Trainings – Please see attached.

ROUNDTABLE:

- G. Eyler
 - Hunting Creek Dam exercise - is waiting on the Major to give a date.
- R. McNamara
 - Got approval for us to tour their factory. Dennis to set a date.
- R. Kunz
 - Pandemic Exercise at Ft. Detrick April 17 & 18.
- P. Giuliano
 - Point of Distribution drill went well. Tabletop drill went well but they did find some gaps that they will be attending to.
- M. French
 - April 15th Safety Day Noon to 3pm.
 - June 9th Bike Night
- D. Dudley
 - Training Needs – Please let us know if there are any training needs that your agency may have.

A motion was made by T. Shelton and seconded by S. Barthol to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0900 hours.

Respectively submitted by Rhonda Cunningham, Secretary.

Next Meeting: July 9, 2018, 8:30 am, PSTF, Room 126